

A scenic sunset over a lake with two ducks swimming. The sky is filled with soft, colorful clouds in shades of orange, pink, and blue. The water reflects the sky and the surrounding greenery. Two ducks are swimming in the middle ground, leaving ripples on the water's surface. The foreground shows some dark, silhouetted branches and leaves. The overall atmosphere is peaceful and serene.

BANQUET MENU

**Community Club
& Conference Center**
Fort Buchanan, Puerto Rico



The **Community Club and Conference Center** is pleased that you have chosen our facility to host your upcoming special event. We understand the importance of your event and are focused and dedicated to making it memorable, enjoyable and exciting. We designed this banquet guide to assist you in planning your event. Our services are guaranteed; our goal is to meet and exceed your personal expectations.

Our primary mission is to provide *one-of-a-kind* customer service for Soldiers and Families, DOD Civilians, and MWR Membership patrons. We have resources available to help you with planning and setting-up your event. All arrangements are made in accordance with your personal wishes and desires. Feel free to be creative and ask for the type of arrangement that will make your event special.

A variety of menus and serving options are featured in this guide. We are here to accommodate your wishes.

Thank you for considering the Community Club and Conference Center for your upcoming special event.

We want you to feel special.

BANQUET FUNCTION POLICES CONTRACT

All catering reservation requests must be followed by a signed contract and an applicable deposit within 72 hours of making the reservation. Contracts will reserve the right for management to reassign the event to a smaller room if the number of expected guests decreases below an established minimum.

The customer signing the contract is responsible for the event and is the only person authorized to make changes to the contract.

DEPOSIT

Deposits are required for all non-official events.

A deposit is an advance on services to be rendered. Deposit required is \$700 per room. A deposit obligates the receiving facility to provide goods and services for the contractual dates and times. Deposit will be deducted from your total bill.

Events that are paid for with appropriated fund (APF) dollars or that are specifically designated by law are classified as an official event. A letter of intent from the sponsoring organization will replace the deposit requirement for official events.

EVENT REFUND AND CANCELATION POLICY

In the event you would be required to cancel your function the follow procedure must take place. A formally written, signed, and dated notification stating your intention to cancel your function. Please include the date and name of your event.

Days prior date of function/event	Percentage of deposit refunded
179 - 120 days	75%
119 - 90 days	50%
89 - 60 days	25%
Less than 60 days	0%

PAYMENTS AND SERVICE FEES

Food and beverage prices are exclusive of a 20% service charge. Some buffets/stations required a Chef Attendant per number of guests. Chef attendant fee is \$150 per chef per every 75 people. 100% of the event's accounts receivable payment is due no later than two (2) weeks prior the day of event's execution. Delinquency in payment of the event's final billing will incur an additional \$100 per day late fee per each additional day of payment delinquency.



MEAL GUARANTEES

The final guarantee for all food and beverage functions is required three (3) business working days, 72 hours prior to the event. If the guaranteed number is not provided, the billing will be for the greater of the following: (i) The number of persons for which the event was originally booked, or (ii) The number of persons in attendance. You will be billed for whichever is higher.

The Community Club and Conference Center will prepare and set for up three percent 3% above the guaranteed number of attendees, if requested in advance. In the event your guarantee increases within the 72-hour period (three working days), a 15% price increase will be applied to the food price, and only to the number which was increases within the 72-hour period.

Menu prices are subject to change and will be guaranteed three (3) months prior to your function.

DURATION OF SERVICE

Our Buffets and Food stations are all priced as per the below meal duration. Should you require additional time for your food presentation this can be arranged.

- Breakfast Buffet 1 hour and 30 minutes
- Lunch Buffet 1 hour and 30 minutes
- Plated Lunch 1 hour and 30 minutes
- Dinner Buffet 2 hours
- Plated Dinner 2 hours
- Reception Stations 2 hours

SET-UP

All room set-ups must be confirmed 72 hours prior to your event. Should a change to the confirmed setup be made, a room reset fee of \$150 may be applied.

OUTSIDE FOOD

Following IMCOM REG 215-1-1 • 31 May 2018, no food or alcoholic beverages may be brought into the CC&CC functions. Only food and beverage purchased from the CC&CC may be used during any conference or function. Only birthdays or wedding cakes from an outside source are permitted.



ROOM FEES AND FOOD AND BEVERAGE MINIMUMS

The following are the food and beverage minimums required for each room. If your party bill exceeds the minimum amount required, the room rental fee will be waived. If the room minimum is not met, you will be responsible for making up the difference of the requirement.

LENGTH OF SERVICE	ROOM	MON. - THU. ROOM FEE	FRI. - SUN. ROOM FEE	FOOD AND BEVERAGE MINIMUM	SQUARE FOOTAGE
Half day	Regimental Ballroom	\$900	\$1,200	\$2,700	6000
Full day		\$1,800	\$2,400	\$5,400	
Half day	Ballrooms 1-3	\$300	\$400	\$1,200	2000
Full day		\$600	\$800	\$2,000	
Half day	El Caparra	\$300	\$400	\$1,200	2380
Full day		\$600	\$800	\$2,000	
Half day	El Dorado	\$300	\$400	\$1,200	1634
Full day		\$600	\$800	\$2,000	
Half day	El Conquistador	\$300	\$400	\$1,200	1550
Full day		\$600	\$800	\$2,000	
Half day	El Morro	\$300	\$400	\$1,200	1288
Full day		\$600	\$800	\$2,000	

BREAKFAST BUFFET

These menus are designed for a minimum of 25 guests. Price per person.

LA PANADERIA \$12

Individually Wrapped Ham and Cheese Sandwiches Brewed Puerto Rican Coffee

TRADITIONAL CONTINENTAL \$16

Fresh Sliced Seasonal Fruit Platter
Home Baked Pastries: Danish Pastries, Muffins, Cinnamon rolls
Brewed Puerto Rican Coffee and Green Tea
Chilled Juices: Orange, Pineapple and Cranberry
Bread Rolls, Butter

THE AMERICAN CLASSIC \$19

Scrambled Eggs
Applewood Smoked Bacon
Sausage Links
Roasted Herb Breakfast Potatoes
Bread Rolls, Butter
Brewed Puerto Rican Coffee and Green Tea
Chilled Juices: Orange, Pineapple and Cranberry



BUCHANAN SUNRISE \$25

Fresh Sliced Seasonal Fruit Platter
Home Baked Pastries: Danish Pastries, Muffins, Cinnamon rolls
Scrambled Eggs
Applewood Smoked Bacon
Sausage Links
Roasted Herb Breakfast Potatoes
Bread Rolls, Butter
Brewed Puerto Rican Coffee and Green Tea
Chilled Juices: Orange, Pineapple and Cranberry

BREAKFAST ENHANCEMENT ACTION STATIONS

Stations are designed to enhance your buffet.
Chef's attendant per action station at \$150 per chef, per 75 guests

Omelet and Egg Station \$10

Cheddar cheese, Mozzarella cheese, pepper, onions, mushroom,
spinach, tomatoes
Turkey, Ham, Breakfast sausage

Buttermilk Pancakes Station \$9

Strawberries, chocolate chips, whipped cream, tropical fruit
compote, Powdered sugar

Fresh Made Smoothies \$7

Mango, Banana, Strawberry
Awake: Spinach, Ginger, Cucumber, Carrots, Yogurt

Menu prices exclusive of 20% service charge.





BREAKS & DELIGHTS

Price per person. Minimum 25 per order.

Corn Bread \$4

Oatmeal Homemade Cookies \$4

Chocolate Chip Homemade Cookies \$4

Mini Quesitos \$5

Chocolate Brownies \$4

Granola Bars \$6

Individual Popcorn \$6

Churros, Chocolate Sauce \$7

Mini Cuban Sandwiches (warm) \$8

Seasonal Fresh Sliced Fruits \$8

Tortilla Chips, *Pico de Gallo*, and Guacamole \$8

Greek Yogurt & Berries \$8

Menu prices exclusive of 20% service charge.



BUILD YOUR OWN BUFFET

These menus are designed for a minimum of 25 guests. All Buffets include Chefs Salad Bar with an array of toppings and dressings, freshly baked bread rolls & butter, choice of two (2) entrées from same tier, one (2) accompaniment, one (1) dessert, iced tea and coffee service.

Additional accompaniment \$5 per person.

Additional dessert \$4 per person.

Additional Composed Salad \$3 per person.

TIER 1 ENTRÉES

Lunch \$25 / Dinner \$35

Boneless Grilled Chicken Thighs, Mojo Isleño

Puerto Rican Chicken Fricasse

Roasted Pork Leg "Pernil"

Grouper Filet, Island Creole Sauce

TIER 2 ENTRÉES

Lunch \$30 / Dinner \$40

Grilled Chicken Breast, Marsala Cream Sauce

Roasted Turkey Breast, Creamy Roasted Red Pepper

Pork Loin, Apricot Chutney

Dorado Filet, Lemon Caper Sauce

Menu prices exclusive of 20% service charge.

TIER 3 ENTRÉES

Lunch \$40 / Dinner \$50

Sweet Plantain Stuffed Chicken, Cilantro Cream

Roast beef, Rosemary Au jus

Grilled Churrasco, Chimichurri Sauce

Roasted Salmon, Champagne Beurre Blanc

ACCOMPANIMENTS

Rice:

"Mamposteao" rice

Cilantro Rice

Stewed Rice with Green Pigeon peas

Bacon and Onion Rice

Pasta:

Alfredo Baked Ziti

Pesto & Sundried Tomato

Spicy Tomato Basil

Mash:

Roasted Mashed Potato

Taro Root Mash

Vegetables:

Green Beans Almondine

Steamed Broccoli Florets

Cauliflower Au Gratin

Menu prices exclusive of 20% service charge.

COMPOSED SALAD

Local Sweet Potato Salad

Puerto Rican Style Macaroni Salad

DESSERTS

Vanilla Bean Flan, Red Velvet Cake

Carrot and Nuts Cake, Coconut Flan

Double Chocolate Mousse Cake Flutes (additional \$5 per person)
Honey Graham Cheesecake Flutes (additional \$5 per person)

Menu prices exclusive of 20% service charge.



A LA CARTE PLATED DINNER

All dinners are served with two accompaniments of choice (one starch, one vegetable, freshly baked bread rolls & butter)

ENTRÉE

Grilled Chicken Breast, Gremolata Herb Sauce \$25

Chicken Spinach Red Pepper Roulade, Shallot Fig cream Sauce \$30

Pork Chateaubriand, Rosemary Apple Demi Glaze \$30

Skirt Steak "Churrasco", Fresh Herbs Chimichurri \$39

Filet Mignon, Wild Mushroom Sauce \$55

Salmon Filet, Shallot Beurre Blanc \$35

Vegan Whole Roasted Cauliflower, Tahini Sauce \$30

DUO ENTRÉE

Pork Loin and Grilled Chicken Breast, Apricot Chutney,
Herbs Gremolata

\$39

Filet Mignon and Shrimp Kebabs, Wild Mushroom Sauce,
Cilantro Pesto

\$65

VEGETABLES

Grilled Zucchini, Yellow Squash and Red Pepper / Roasted baby
carrots glazed with Thyme butter / Asparagus Bouquet

STARCHES

Jíbaro Rice / Cilantro Rice / Onion Consomé Rice

Roasted Garlic Mashed Potatoes / Taro Root Mash / Cassava Chistorra Mash

Menu prices exclusive of 20% service charge.



SALADS \$2

Macaroni Salad

Elbow macaroni, mayo, peppers, ham

Caesar Salad

Parmigiano Reggiano, croutons

Chef Garden Salad

Peppers, red onions, tomatoes, roasted sliced almonds
and Balsamic Vinaigrette

Sweet Potato Salad

Mayo, bacon, onion

SOUPS \$4

Select one for your group.

Plantain Soup

Roasted Tomato Cream

Cuban Black Bean Soup

Asopao de Pollo

DESSERTS

Select one for your group.

Vanilla Flan \$4

Coconut Flan \$4

Non-Bake Cheesecake \$6

Chocolate Mousse Cake \$6

Menu prices exclusive of 20% service charge.





HORS D'OEUVRES MENU

HOT

	50 pieces	100 pieces
Corn Fritters, Caribbean Mayo	\$190	\$350
Cheese Turnovers, Guava Glaze	\$190	\$350
Mini Bacalaitos, Cilantro Aioli	\$190	\$350
Pork Eggrolls, Sweet Chili Sauce	\$200	\$380
Serrano Ham Croquettes	\$200	\$380
Cod Fish Croquettes, Cilantro Aioli	\$200	\$380
Beef Turnovers, Spicy Mayo	\$200	\$380
Pizza Turnovers, Cilantro Mint Aioli	\$200	\$380
Mini Cordon Blue, Caribbean Mayo	\$250	\$420
Chicken Wings, BBQ & Ranch	\$250	\$420
Plantain Cups Stuffed with Chicken Escabeche	\$280	\$360
Plantain Cups Stuffed with Ropa Vieja	\$290	\$380
Coconut Shrimps, Sweet Chilli Sauce	\$300	\$450

COLD

Tomatoes and Basil Bruschetta's	\$190	\$350
Prosciutto Manchego Crostini, Balsamic Glaze Reduction	\$200	\$380
Ceviche on Martini Glass	\$300	\$580
Shrimp Cocktail Cup	\$300	\$580
Shrimp Mango Ceviche Martini Glass	\$390	\$760

Menu prices exclusive of 20% service charge.

RAVIOLI STATION \$25

Select one (1) Pasta, two (2) Sauces

Pasta: Three Cheese Ravioli, Spinach & Ricotta Ravioli, Meat Ravioli

Sauce: Chunky Basil Tomato, Fresh Herbs Pesto, Mushroom Cream,
Vodka Pink Cream

Includes: Parmesan Reggiano, Sundried Tomatoes, Praline Seeds,
Extra Virgin Olive Oil, Fresh Basil

CARVING STATIONS

These stations are designed to enhance the reception or complement buffet dinners. Each serves approximately 25 guests.

A Chef Attendant is required for \$150 per hour, per 75 guests.

Turkey \$155

Mango Pepper Chutney, Baguette Rolls

Roast Beef \$185

Seeded Mustard, House Steak Sauce, Baguette Rolls

"Pernil" \$160

Slow Roasted Pork Leg marinated in a Rosemary Thyme Dry Brine,
Baguette Rolls

Stuffed Pork Loin \$190

Stuffed with Sweet Plantains, Cilantro Cream Sauce, Baguette Rolls

Smoked Salmon \$200

Tzatziki Sauce, mini-Nam Breads

Spinach Stuffed Salmon Wellington \$250

Lemon-Caper Cream Sauce

Menu prices exclusive of 20% service charge.





A LA CARTE BEVERAGE SELECTION

Freshly Brewed Coffee	\$55 per gallon
Hot Chocolate	\$59 per gallon
Sweet Iced Tea	\$55 per gallon
Fresh Squeezed Lemonade	\$59 per gallon
Chilled Juices: Orange, Pineapple, Cranberry, Apple Tropical Fruit Punch	\$55 per gallon \$59 per gallon
Infused Ice Water: Grapefruit, Cucumber or Lemon-Lime Flavored	\$20 per gallon
Regular and Diet Sodas, Bottled Water	\$4 each
Sparkling Water	\$5 each
Bottled Juices	\$5 each
Sports Drinks, Energy Drinks	\$6 each
<i>Gallon estimate consumption up to 20 people</i>	

BANQUET BAR

HOSTED BAR

Beverages may be charged on "per drink" consumption or on a "package per person" basis.

Hosted bars require one Bartender per (75) guests at \$150 per bartender, per hour, two (2) hour minimum.

For every \$400 in consumption, one Bartender fee will be waived.

CASH BAR

Cash Bars require one Bartender per (100) guests at \$150 per bartender, two (2) hour minimum.

One Cashier Attendant per (100) guests is required at \$125 per attendant.

For every \$400 in consumption, one (1) Bartender fee will be waived.

Menu prices exclusive of 20% service charge.

PER DRINK PRICING

Brand Liquor	\$8
Premium Brand Liquor	\$10
House Wine	\$9
Domestic Beer	\$4
Imported Beer	\$5
Soft Drink	\$4
Mineral Water	\$5
Juice	\$5

PER BOTTLE PRICING

Principato Pinot Grillo	\$35
House Cabernet Sauvignon	\$35
Prosecco Val D' Oca	\$39
Macallan 12 years	\$150

Other brands per bottle pricings available upon request.

PER GALLON PRICING

Sangría White or Red	\$130
Classic Mojito	\$130
Strawberry, Mango or Coconut Mojito	\$140

BRAND BAR PACKAGE PER PERSON

\$10 One hour; \$5 Each additional hour

Liquors: Stolichnaya Vodka, Don Q white Rum, Jose Cuervo Gold Tequila, Triple Sec, Tanqueray Gin, Dewar's Scotch, Medalla & Heineken Beers, House Pinot Grillo and Cabernet Sauvignon Wines, Mixers and Sodas

PREMIUM BRAND BAR PACKAGE PER PERSON

\$15 One hour; \$8 Each additional hour

Liquors: Tito's Vodka, Grey Goose Vodka, Don Q and Don Q Limón Rum, Jose Cuervo Gold Tequila, Triple Sec, Tanqueray Gin, Johnny Walker Black Label Scotch, Dewars 12 Scotch, Jack Daniel's Whiskey, House Pinot Grillo and Cabernet Sauvignon Wines, Prosecco, Mixers and Sodas





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787-707-3215 / 3515 / 3516 / 5233
786-890-7277

